

## **Community Dialogue Framework Planning Meeting 1/14/15**

### **I. Background**

EPA Region 7 has need of professional conflict resolution and facilitation services for the purpose of convening and design and facilitation of on-going meetings for a dialogue framework regarding the upcoming proposed final remedy at the West Lake Landfill site in Bridgeton, Missouri. EPA expects to announce a final remedy for public comment by the end of December 2016. Due to intense public, media, and elected official interest, professional mediation services are necessary to facilitate stakeholder group discussions.

### **II. Purpose**

To provide an arena for effective, open, and sincere dialogue for West Lake Landfill Site stakeholders regarding current site work leading up to, and through, EPA's proposal of a final remedy decision.

### **III. Format**

EPA will invite community stakeholder groups to nominate a member to serve on the Community Dialogue Framework. The current draft list is attached.

EPA will initially schedule meetings monthly. In the future, EPA may reassess the need for monthly meetings and decide on a different schedule as necessary.

EPA will host meetings in a neutral location near the site.

A neutral third-party facilitator will lead and moderate the meetings. EPA has selected Cindy Cook of Adamant Accord to serve as the neutral facilitator for the Community Dialogue Framework meetings. Ms. Cook's resume is attached.

### **IV. Assumptions:**

At least 24 meetings (once a month) from Jan. 1, 2016 to Jan. 1, 2018.

Dialogue Committee will likely include approximately 10-12 individuals representing various stakeholders

Estimate each meeting to last two hours

Location TBD

Up to 3 meetings, conference calls to convene the dialogue framework and propose a design and schedule

20 to 40 people likely to be involved in the initial stages of the dialogue framework

The facilitator will supply a meeting summary/minutes to all parties

## **V. Goals**

The goal of the facilitator's work is to help the EPA and various site stakeholders communicate effectively and collaborate, to the maximum extent possible, with regard to issues relating to the cleanup of the site. The facilitator will work with the site team to help develop and improve team collaboration processes that will enhance the community's involvement at the site on an on-going basis.

## **VI. Facilitator Assistance Needed**

The EPA anticipates that required services and activities will begin as soon as possible and include:

Work with the EPA Remedial Project Manager (RPM) and Community Involvement Coordinator (CIC) and other designees to convene and develop the design of the Community Dialogue Framework (CDF).

Plan, distribute agendas and facilitate dialogue forums to be held in Bridgeton, Missouri.

Prepare and distribute forum summaries.

Meet individually and collectively on an ongoing basis with the EPA site team.

Facilitate coordination and collaboration among dialogue participants and among interested members of the general community who express interest.

Collaboratively develop dialogue approaches and conflict resolution processes as requested by the EPA site team.

Continuously provide feedback to the site team on ways it could improve dialogic communication, understanding and transparency with dialogue participants and the general community throughout the cleanup process. █